Kansas City Regional VOAD

# Meeting Minutes

# Jan 10th, 2018

## Opening

The regular meeting of the Kansas City Regional VOAD was called to order at 1:30 PM on Jan 10th, 2018 at American Red Cross 211 W Armour Blvd, Kansas City, MO 64111, by Chair Diane Fodness.

**Present**

Deb Abner Salvation Army

Mike Bellinger Amateur Radio Emergency Service

Chris Carroll KCMO OEM

Diane Fodness American Red Cross

Richard Fretwell [?]

Dominic Italiano Olathe CERT

Megan Lynch Johnson County KS EM

Kevin Martin Harvesters

Charles Gerhart ACSDR [Adventist Community Services Disaster Response]

Pat Cundiff KC VOAD

Laura Dominik Jackson Co Emergency Prep

Kristen Womack United Way 211 (UWGKC)

Gary Thurman United Way 211

Kristen Womack United Way 2-1-1 (UWGKC)

Glenn McCary COR

Lorie Snyder KCMO Health

Larry Eker Wyandotte County EM

James Connelly KCMO EM

Kelly Isola Rev/Disaster Preparedness

Ann Van Zee Harvesters

Charles Weiss ACF

**Agenda**

1. Opening Diane Fodness
	1. Opened the meeting at 1:30pm
2. Approval of last meeting’s minutes Kristen Womack
	1. Approved by Laura Dominik and seconded
3. Treasurer’s Report Pat Cundiff
	1. Balance $10,772.45. Payment to Dreamhost for website hosting was paid since last meeting.
4. Open Position: Treasurer Laura Dominik
	1. Pat is retiring after 17 years of services and dedication to KCR VOAD [COAD]
	2. Gary acknowledged Pat for her leadership both setting up KCR COAD in 2002 and her work every since.
		1. Patt spoke about her time and service. She is proud of her work with and for the KCR VOAD [COAD] and at 2-1-1. She shared with membership, “you made a difference in people’s lives. You should be proud of the work you do. Thank you so much!”
	3. Nominations for open position are through Jan 19th.
		1. Voting will take place once nominations are submitted and confirmation with each nomination is complete.
		2. Send nominations to Kristen Womack via email by deadline.
5. Goals for 2018 Diane Fodness
	1. During the last meeting of 2017, membership voted to keep the same board members in place for another year. In doing so, it allows current board members to get KCR COAD to the “here and now”.
		1. Gary explained for those who were unable to attend the last meeting the difference between COAD (Community…) and VOAD (Voluntary…).
			1. Community Organizations Active in Disasters is more inclusive to government, corporate and non-voluntary agencies/businesses
			2. By being a COAD, opens possible membership to non-voluntary agencies
	2. Goals:
		1. Transition KCR VOAD to COAD (a process)
		2. Establish a VRC committee and leadership
		3. Rebuild KCR COAD by updating materials, website, and membership recruitment strategies
		4. Meet with state VOADs to clarify expectations for us as a regional COAD in disasters
		5. Add presentations to meeting agendas to provide training/awareness opportunities
			1. Pat suggested having a coordinator to search out, identify and recruit presenters
		6. Laura will review what committees need to be established
			1. Pat recommended a marketing focus/committee to promote KCR COAD and partner agencies
	3. Suggestion from Membership
		1. Extend meetings to other agencies to host to give members an opportunity to tour and see other sites around the metro
			1. Harvesters volunteered to host next meeting
			2. Johnson County KS EM volunteered to host the following meeting
6. VRC Exercise Gary Thurman
	1. Will be held on Feb 10th at COR Leawood Branch from 9am-12pm (clean up done by 2pm)
	2. Will use JOCO EM Exercise – tornado through Johnson County, KS as scenario
	3. Still in development but flyers are available (and passed out to present membership)
		1. Flyers were also sent out to membership via email
		2. Members encouraged to share with colleagues and any who may be interested
	4. CERT will be participating
		1. Gary will be providing a VRC training at the KCMO EOC from 9-12pm (he will send out date information for those who are interested in attending). Training is geared toward CERT volunteers.
			1. Primary objective is to learn about the VRC and the different roles (specifically those that will be assigned to CERT volunteers who signed up to attend VRC exercise)
			2. Gary offered to call members to provide Spontaneous Volunteer Management course (FEMA credits available) to any who may be interested.
			3. Glenn McCary can offer a 3hr course focused on KCR COAD VRC protocols for any agency who may be interested.
		2. Question from Megan Lynch: how does training ideally happen for purpose of VRC if it was activated?
			1. Ideally, there is a combination of volunteer staff who will run the VRC who have received previous training prior to activation and on-the-spot training is provided to volunteers to fill in gaps to help the VRC run effectively.
			2. The VRC is meant to be able to be setup “out of the box” and run effectively within a short period of time. VRC SOP has role descriptions for every role for on-the-spot training.
		3. Laura D reminded members that volunteers can sign-up via Sign Up Genesis website which link is posted on the flyers.
			1. About 40 slots have been filled so far
			2. Ann Van Zee encouraged all to attend and role play as spontaneous volunteers as it helps with the exercise.
			3. CERT volunteers interested in attending the event are encouraged to run through as spontaneous volunteers before transitioning to observation or VRC roles.
		4. Pat asked about a press release for the VRC exercise.
			1. Glenn reported trouble getting a response from COR marketing department.
			2. Pat strongly encouraged having a press release submitted to local news.
		5. Marketing ideas
			1. Organizations in attendance who have social media presence could post flyer prior to event and post pics/live video the day of the event to share with their followers.
7. Meeting Dates for 2018 Kristen Womack
	1. The following is the schedule of quarterly KCR COAD meetings for 2018:
		1. March 14th Host: Harvesters
		2. June 13th Host: KC EOC
		3. Sept 12th Host: Johnson County KS EOC
		4. Dec 12th Host: American Red Cross (open to other option)
			1. Emphasis to save the date for Dec 12th because nominations for executive board members will take place during this meeting.
	2. Glenn recommended hosting an open house meeting to provide a networking opportunity for members to get to know about other organizations. The open house could also be an opportunity to invite possible new members to get to know KCR COAD.
		1. Megan asked “What are the qualifications for community organizations to be members?”
			1. They must have an external disaster/emergency plan to assist the community.
8. Additional Topics Diane Fodness
	1. Charles W – ACF
		1. Role: Regional Coordinator for 3 conferences in MO.
		2. Looking for training opportunities for church volunteers. Please contact charlesweiss@gmail.com with any training opportunities on the Missouri side.
	2. Gary T – KCR COAD website
		* 1. Send any events, trainings or other announcements you would like posted on the website to gary.thurman@uwgkc.org
			2. Will be adding the list of executive board members on the website as well.
	3. Diane F – Membership Challenge
		1. Challenge to all members to bring someone new to the next COAD meeting. Will provide a door prize for those who do bring a guest!
	4. Pat – Marketing for KCR COAD
		1. Willing to help marketing lead by sharing knowledge and previous materials
	5. Rhonda – Jackson County Health Dept
		1. March 18th is a big date for Health Dept and getting this ready
	6. Mike – Jackson County EM
		1. Oak Grove LTRC July 19th
			1. Glenn offered to help with LTRC, if needed
		2. Also looking for supplies and how may be able to provide them
			1. Glenn offered COR as potentially able to provide grant(s) for supplies
	7. Mike – HAMM Radio
		1. May be helping during the solar eclipse, still researching what opportunities/needs there may be for amateur radio
		2. MO and KS states are both in discussion about possible impacts of solar eclipse
9. Closing Diane Fodness

## Adjournment: 2:30 PM

Next Meeting: 1:30pm on March 14th at Harvesters, 3801 Topping Avenue, Kansas City MO 64129

Minutes submitted by: Kristen Womack, United Way 2-1-1

Approved by:

*NOTE: The recording secretary offers apologies for inaccuracies, improper attributions or incomplete subject matter. The size, breadth, and length of the meetings make it virtually impossible to cover material on a high level. If the circulation of the material you present is IMPORTANT or impacts critical matters and/or decisions, please forward documentation to* *gary.thurman@uwgkc.org**.*